Welcome to the Intermediary Relending Program Library

Most of the Intermediary Relending Program Library documents are in .PDF format. To view, print, or download these .PDF files, you will need the Adobe Acrobat Reader. The Acrobat Reader is FREE and can be downloaded from Adobe's website.



Document Index

Instructions

- RD Instruction 1901-E Civil Rights Compliance Requirements
- RD Instruction 1951-R Rural Development Loan Servicing
- RD Instruction 4274-D Intermediary Relending Program (IRP)

Job Aids

- Rural Development Website
- Form 1941-4.fml (Sample E-gov form with data)
- Form 1951-4.pdf (Report of IRP/RDLF Lending Activity)
- Form 1951-4FMI.pdf (Forms Manual Insert)
- Form 1951-5.pdf (Field Visit Review)
- Form 1951-5FMI.pdf (Forms Manual Insert)
- Draft Administrative Notice (Draft 4.11)
- Sample Guide Letters
- Sample Concurrence Request Memo
- Sample Application for Loan, Form RD 4274-1
- Sample Project Summary, Form RD 4274-2
- Sample Review Sheet
- Sample Status Report Worksheet (MS Word Table)
- Sample Work Plan
- Sample Score Sheet from RD 4274-D
- Sample Check Lists
- Sample Assurance Agreement, Form RD 400-4

Glossary

EXIT

NEXT

Intermediary Relending Program Library



Document Index page 2

Job Aids (cont.)

- Sample Applicant Certification, Form RD 1910-11
- Sample Certification Regarding Debarment, Suspension, and Other Responsibility Matters, Form AD-1047
- RD Instruction 1940-Q, Exhibit A-1, "Certification for Contracts, Grants and Loans"
- Sample Request for Environmental Information, Form RD-1940-20
- Narrative Supplement to IRP Application
- Example IRP Work Plan
- Historical Relending Performance Spreadsheet for CEDC

Job Aids - Case Study 1

- IRP Information Sheet (cs22-03-infosheet.doc)
- State Office Letter Explaining IRP Program and Application Process (cs22-05a-ask4app.doc)
- Contents of a Complete Intermediary Relending Program (IRP) Application Checklist (cs22-05b-appcklist.doc)
- IRP Application Aid (cs22-05c-RLFhistory.xls)
- CEDC Application Cover Letter (cs22-07a-coverltr.doc)
- Form RD 4274-1, "Application for Loan (Intermediary Relending Program)." (01 RD4274-1.pdf)
- Form RD 400-4, "Assurance Agreement." (02 RD400-4.pdf)
- Form RD 1910-11, "Application Certification Federal Collection Policies for Consumer or Commercial Debts." (03 RD1910-11.pdf)

BACK	Glossary	EXIT	NEXT
------	----------	------	------

Intermediary Relending Program Library



Document Index page 3

Job Aids - Case Study 1 (cont.)

- Form AD-1047, "Certification Regarding Debarment, Suspension, and Other Responsibility Matters -- Primary Covered Transactions." (04 AD1047.doc)
- Exhibit A-1 of RD Instruction 1940-Q, "Certification for Contracts, Grants and Loan." (05 RD Inst 1940-Q ExhbA-1.doc)
- Form RD 1940-20, "Request for Environmental Information." (06 RD1940-20.pdf)
- Narrative Supplement to IRP Application (07 Narrative Suppl to IRP Appl.doc)
- Draft Work Plan for the proposed IRP revolving fund (08 Draft Work Plan.pdf)
- Historical Relending Performance (MS Excel File).
 (12 Historical Relending Perf Central EDC.xls)
- S/O Memo to N/O, Advice of Application Received (cs22-07bnotifyNO.doc)
- IRP Project Summary (cs22-08-psum.doc)
- Class II Environmental Analysis (cs22-09-class2.doc)
- Priority Score Sheet (cs22-11-score.doc)
- S/O letter to N/O, Request for IRP Funds (2CDEDC FdRqSheet)
- S/O letter to N/O, Request for IRP Funds (Gold Coast FdRqSheet)
- N/O Memo to S/O, Funding Decision (cs22-12b-fundpick.doc)
- S/O Letter to an Unselected IRP Applicant (cs22-13-fundless.doc)

BACK Glossary EXIT NEXT

Intermediary Relending Program Library



Document Index page 4

Job Aids - Case Study 1 (cont.)

- S/O Letter to CEDC, Selected for Funding (cs22-14-funded.doc)
- Letter of Conditions (cs22-15-loc.doc)
- Letter of Intent to Meet Conditions (cs22-16-locOK.doc)
- S/O Letter to CEDC, Approved (cs22-17-approval.doc)
- S/O Letter to Office of General Counsel (cs22-18-ogc.doc)
- S/O Letter to Secretary Of State, File UCC-1 (cs22-19-ucc.doc)
- S/O Letter to CEDC, Closing Documents Transmitted (cs22-20a-close.doc)
- Revolving Loan Fund Agreement (cs22-20b-RLFagmt.doc)
- Security Agreement (cs22-20c-SecAgmt.doc)
- Loan Closing Certification (cs22-21-ClosingCert.doc)
- S/O Memo to OGC, Post Closing Review (cs22-22clsg2ogc.doc)
- S/O Memo to FO, Set Up F/O Account (cs22-23-notfyFOk.doc)
- S/O Letter to CEDC, Okay to Begin Relending, Reminders (cs22-24a-Okrelend.doc)
- CEDC Letter to S/O, Thanks (cs22-24b-thanks.doc)

Job Aids – Case Study 2

- CEDC Letter to S/O, Requesting UR Approval
- CEDC Format Providing UR Details
- S/O Documents UR Is Eligible
- S/O Letter to CEDC, Approving UR

BACK

Glossary

EXIT